

A G E N D A
Borough Council Meeting
December 19, 2023 @ 6:30 PM

Michael Stefano, President	Member, 4 th Ward	Term Expires: 12/31/23
Lisa Dorsey, Vice President	Member, 7 th Ward	Term Expires: 12/31/25
Patrick McCoy	Member, 1 st Ward	Term Expires: 12/31/25
Nick Allen	Member, 2 nd Ward	Term Expires: 12/31/23
Brian McGinnis	Member, 3 rd Ward	Term Expires: 12/31/25
Sheila Vaccaro	Member, 5 th Ward	Term Expires: 12/31/25
Bernie Flynn	Member, 6 th Ward	Term Expires: 12/31/23

Mayor: Lillian L. DeBaptiste

Borough Manager: Sean Metrick

Borough Council Meeting:

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Comments, suggestions, petitions by residents in attendance regarding items that are not on the agenda
- 4) Mayor's nomination for approval by Borough Council of candidate for the position of Chief of Police.
- 5) Approval of employment agreement, West Chester Borough Manager
- 6) Presentation of donated painting to the West Chester Borough Public Works Department
Resident, Phil Hill - (attachment)
- 7) Interviews: Boards/Commissions/Committees:

Applicant	Board/Commission/Committee
Cathy Wilson	Civil Service Commission
Heath Hedderick	Civil Service Commission
Margaret "Peggy" Tayloe	Civil Service Commission or Human Relations
Matt Hazley - nonresident	Historic Architectural Review Board
Dan Ritchie	Historic Architectural Review Board or Tree Commission
John Taylor	Historic Architectural Review Board
Anne Skillman	Historic Commission
Bruce Glennon – nonresident	Historical Commission or Historical Architectural Review Board
Chris Knepp – nonresident	Sustainability
John Nolen	Tree Commission
Jan Yeomans – nonresident	West Chester Library Board

➤ ACT Committee:

- 8) Motion to approve the 2024 Borough Council and Boards/Commissions/Committee Meetings schedule (*attachment*)

Committee Recommendation 3-0

➤ Public Works Committee:

- 9) Discuss Special Event fees (*attachment*)

- 10) Motion to approve 2024 Shade Tree Planting Bid with DECS (*attachment*)

Committee Recommendation 3-0

- 11) Motion to approve 2024 Shade Tree Maintenance Bid with Horgan Tree Experts (*attachment*)

Committee Recommendation 3-0

- 12) Motion to approve 2024 Rain Garden Maintenance Bid with Archewild (*attachment*)

Committee Recommendation 3-0

- 13) Motion to approve 2024 Traffic Signals Maintenance Bid with Signal Service (*attachment*)

Committee Recommendation 3-0

- 14) Motion to approve the 2024-2026 Contract with Hough Associates for Act 101 Reporting and 904 Grant Submission (*attachment*)

Committee Recommendation 3-0

- 15) Motion to adopt a Resolution and approve the Traffic Signal Maintenance Agreement with PennDOT (*attachments*)

Committee Recommendation 3-0

- 16) Motion to adopt a Resolution to approve the PennDot Winter Agreement with the Borough of West Chester (*attachment*)

Committee Recommendation 3-0

➤ Public Safety Committee:

- 17) Motion to approve a Resolution regarding the location of school bus stops (*attachment*)

Committee Recommendation 3-0

➤ Smart Growth Committee:

- 18) Motion to authorize Solicitor attendance in opposition of Zoning Hearing Board appeal #1007-255 Dean St. Applicant seeks a variance from Section 112-307.B of the West Chester Zoning Code to allow for a reduction in the median lot size per dwelling unit to

allow for two dwelling units and Section 112-603.A seeking relief from minimum off-street parking requirements (*attachment*)

Committee Recommendation 3-0

- 19) Motion to schedule a Public Hearing on February 21, 2024 to amend Chapter 97 and Chapter 112 related to electric vehicles and electric vehicle charging stations (*attachment*)

Committee Recommendation 3-0

- 20) Motion to approve Preliminary Land Development and requested waivers for 410 S. High Street conditioned upon: the proposed loading zone on Dean Street to be approved by Borough Council, and compliance with the recommendations set forth in the West Chester Planning Commission's letter (*attachment*)

Committee Recommendation 3-0

- 21) Motion to approve November 2023 HARB Certificates of Appropriateness (*attachment*)

- a) 2023-40: 119 N. High St/Meradia Holdings, LLC

Proposed work: Double Hung Windows Replacement at High St/Prescott Alley-con't

Recommendation: The Board recommends Denial of a Certificate of Appropriateness for Application 2023-40 for the following reasons:

1. The existing window condition is not sufficiently deteriorated to justify replacement.
2. The windows proposed for removal are on the building's two primary street facades.
3. The current application is based on aluminum clad wood windows.

Committee Recommendation 3-0 to deny Application #2023-40 119 N. High St/Meradia Holdings, LLC

- b) 2023-42: 39 S. High St/Chris Knight

Proposed work: Front Door Replacement

Recommendation: The Board recommends Approval of a Certificate of Appropriateness for Application 2023-42 as submitted.

- c) 2023-43: 22 N. Darlington St/Roses Little Donuts

Proposed work: Vinyl Decals on the Front and Both Side of Front Window

Recommendation: The Board recommends Approval of a Certificate of Appropriateness for Application 2023-43 as submitted; with the clarification that the storefront glass will be clear, not opaque. This meeting is being audio recorded for the public record.

- d) 2023-44: 225-227 N. Church St/221-227 N. Church St, LLC

Proposed work: Replace Porch Roof

Recommendation: The Board recommends Approval of a Certificate of Appropriateness for Application 2023-44 as submitted; with the following conditions.

1. The porch roof pole gutter design will be retained and refurbished as required.
2. The wood porch ceiling/roof decking will be repaired in kind with matching materials

Committee Recommendation 3-0 to approve Certificates of Appropriateness b, c and d.

➤ [Finance Committee:](#)

- 22) Motion to adopt a Resolution to approve the Intermunicipal Fire Services Agreement (*attachment*)

Committee Recommendation 3-0

- 23) Motion to approve the following Purchasing Approvals:
- i. Approve \$11,200 to Plate Logiq (attachment)
 - ii. Approve \$24,200 to USALCO (attachment)
 - iii. Approve \$11,700 to MuniBilling (attachment)
 - iv. Approve \$453,073.50 to Premier Concrete (attachment)
 - v. Approve \$17,500 to Arche Wild (attachment)
 - vi. Approve \$66,059.80 to PayLocity (attachment)

Committee Recommendation 3-0 to approve i, ii, iii, iv, v, vi

- 24) Motion to Approve final payment of \$34,504.53 for Downingtown Pike/Bradford Plaza Grant funded Automatic Red Light Enforcement – ARPA and East Bradford Township joint project (attachment)

Committee Recommendation 3-0

- 25) Motion to approve SPCA service agreement with clarification of monthly billing practice (attachment)

Committee Recommendation 2-1

- 26) Motion to approve reallocation of ARPA funds in the amount \$27,000 for the 401 East Gay Municipal Roof Replacement project (attachment)

Committee Recommendation 3-0

27) Other Business:

- a) Motion to approve the November 14 and 15, 2023 Borough Council Meeting Minutes
- b) Consider amendment to UMC lease, Lot #5 (attachment)
- c) Announce the purpose of the December 11, 2023 Executive Sessions

Adjournment

Please Note:

1) Public Hearings: December 20, 2023

An Ordinance of the Borough of West Chester, Chester County, Pennsylvania, to adopt the real estate tax rate effective January 1, 2024.

An Ordinance of the Borough of West Chester, Chester County, Pennsylvania, amending the code of the Borough of West Chester, Chapter 89, titled, "Sewers", section 89-11(b) to revise the monthly sewer rates effective February 1, 2024.

2) January 2, 2024 @ 6:30 PM

West Chester Borough Council Reorganization Meeting

